

Section 511 Subminimum Wage Documentation for Individuals 24 and Younger

Documentation	Entity Responsible	Deadline
Individuals enrolled in school will require documentation of completion of Transition Services under IDEA <ul style="list-style-type: none"> Documentation will be maintained by the Local Educational Agency and the VR Regional Office, in the VR case file 	Local Educational Agency	Documentation is transmitted to VR within 30 calendar days of completion of Transition Services (60 days under extenuating circumstances)
Documentation of all three of the required Section 511 activities for youth prior to entering subminimum wage employment (Pre-Employment Transition Services, Outcome of VR Services and Career Counseling). <ul style="list-style-type: none"> Documentation will be maintained by the VR Regional Office, in the VR case file) 	VR Agency	Documentation provided to the youth within 45 calendar days of completion of all three of the required activities (90 days under extenuating circumstances)
Documentation of the youth refusal to participate in Transition Services under IDEA <ul style="list-style-type: none"> Documentation will be maintained by the Local Educational Agency and the VR Regional Office, in the VR case file 	Local Educational Agency	Transmitted to VR within 5 calendar days of refusal
Documentation of the youth refusal to participate in all three of the required Section 511 activities for youth prior to entering subminimum wage employment (Pre-Employment Transition Services, Outcome of VR Services and Career Counseling). <ul style="list-style-type: none"> Documentation will be maintained by the VR Regional Office, in the VR case file 	VR Agency	Documentation of the refusal is provided to youth within 10 calendar days